



Policy Updates

Issuance Date: September 16, 2019

What's Revised?

Policies

- [CON-1-A-7-7.01.2007](#), **Contract Closeout**: revised policy expands the timeframe for the submission of the final contract closeout documents. These documents are now due nine (9) months after the completion of the final quarter of the contract.
- [CPP-II-E-1-100](#), **Allegation-Based System (ABS)**: a link in section 14 linked to the incorrect policy, **Safe Haven**. The link was disabled and linked to the correct policy, [CPP-II-C-2-800](#), **Plan of Safe Care for Infants Identified at Birth and Affected by Substance Use or Drug Withdrawal**.
- [CP&P-III-C-200](#), **Overnight Travel by Children and Youth in Resource Family Placements**, [CP&P-IV-B-6-350](#), **Social Media Policy for Youth Living in Resource Family Care**, and [CP&P-IV-A-4-300](#), **Youth Bill of Rights**: policies were revised to include Frequently Asked Questions (FAQs).

Forms

- [Form 21-13](#), **Child Fatality/Near Fatality Concluding Summary**: form and form instructions have been updated, and form has been made into a template for online use. The CCAPTA memo is now **hyperlinked within** the "Child Fatality/Near Fatality Concluding Summary." The user shall provide a narrative description which includes the following:
 - Date of SCR report;
 - Brief statement of concern;
 - Brief statement regarding the other children in the home and their whereabouts (including the child harmed in near fatality cases);
 - Statement of Conclusion to include responsible party; and
 - Inclusion of whether the family had a history.
- The following forms have been translated into Spanish to match the English versions:
 - [Form 5-44\(S\)](#), **Youth Bill of Rights**
 - [Form 9-28\(S\)](#), **Notification Letter to Perpetrator (Substantiated Perpetrator), If Child Abuse/Neglect is SUBSTANTIATED – with Frequently Asked Questions**
 - [CP&P 14-217\(S\)](#), **Adoption and KLG Subsidy Letter for Children Turning 18**
 - [CP&P 14-218\(S\)](#), **Annual Verification of Child's School Attendance - Adoption or KLG Subsidy Letter**

As a reminder, there are known issues with the Policy Manual search function that are being reviewed. If you need assistance finding or verifying a policy, please contact the Office of Policy and Regulatory Development at 609-888-7030 or policy@dcf.nj.gov.

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If you have any questions, please contact the Office of Policy and Regulatory Development at policy@dcf.nj.gov or 609-888-7030.

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